

## Reopening Protocol for Drive-In Movie Theaters

The County of Los Angeles Department of Public Health is adopting a staged approach, supported by science and public health expertise, to allow certain retail businesses to safely reopen. The requirements below are specific to drive-in movie theaters permitted to reopen under Order of the Health Officer. In addition to the conditions imposed on these businesses by the State Public Health Office, Drive-In Movie businesses must also follow the conditions laid out in this Checklist for Drive-in Movie Theaters.

Please note: This document may be updated as additional information and resources become available so be sure to check the LA County website <http://www.ph.lacounty.gov/media/Coronavirus/> regularly for any updates to this document.

This checklist covers:

- (1) Workplace policies and practices to protect employee health
- (2) Measures to ensure physical distancing
- (3) Measures to ensure infection control
- (4) Communication with employees and the public
- (5) Measures to ensure equitable access to critical services.

These five key areas must be addressed as your facility develops any reopening protocols.

**All businesses covered by this guidance must implement all applicable measures listed below and be prepared to explain why any measure that is not implemented is not applicable to the business.**

Business name:

Facility Address:

Date Posted:

**NOTE: Throughout this guidance the word “car” is used to denote any car, van, small truck, camper or other vehicle in use for private transportation. Sites may limit the types or sizes of permitted vehicles as needed.**

**A. WORKPLACE POLICIES AND PRACTICES TO PROTECT EMPLOYEE HEALTH (CHECK ALL THAT APPLY TO THE FACILITY)**

- ☐ Everyone who can carry out their work duties from home has been directed to do so.
- ☐ Vulnerable staff (those above age 65, those with chronic health conditions) are assigned work that can be done from home whenever possible.
- ☐ All employees have been told not to come to work if sick and to follow DPH guidance for self-isolation if applicable.
- ☐ Work processes are reconfigured to the extent possible to increase opportunities for employees to work from home.
- ☐ Upon being informed that one or more employees test positive for, or has symptoms consistent with COVID-19 (case), the employer has a plan or protocol in place to have the case(s) isolate themselves at home and require the immediate self-quarantine of all employees that had a workplace exposure to the case(s). The employer's plan should consider a protocol for all for all quarantined employees to have access to or be tested for COVID-19 in order to determine whether there have been additional workplace exposures, which may require additional COVID-19 control measures.
- ☐ Symptom checks are conducted before employees may enter the workspace. Checks must include a check-in concerning cough, shortness of breath or fever and any other symptoms the employee may be experiencing. These checks can be done remotely or in person upon the employees' arrival. A temperature check should also be done at the worksite if feasible.
- ☐ All employees who have contact with the public or other employees during their shift (s) are offered, at no cost, a cloth face covering. The covering is to be worn by the employee at all times during the workday when in contact or likely to come into contact with others. Employees need not wear a cloth face covering when the employee is alone in a private office or a walled cubicle.
- ☐ Ticket booths and any other small, enclosed workspaces are equipped with working HVAC systems and adequate supplies of hand sanitizer
- ☐ Employees are instructed to wash their face coverings daily.
- ☐ All workstations or work areas are separated by at least six feet.
- ☐ Ticket booths, food concession areas, employee break rooms, restrooms and other common areas are disinfected frequently, on the following schedule:
  - ☐ Ticket booth/s \_\_\_\_\_
  - ☐ Concession area \_\_\_\_\_
  - ☐ Break rooms \_\_\_\_\_
  - ☐ Restrooms \_\_\_\_\_
  - ☐ Other \_\_\_\_\_
- ☐ Breaks are staggered to ensure that six (6) feet between employees can be maintained in break rooms at all times.
- ☐ Employees are prohibited from eating or drinking anywhere inside the workplace other than designated break rooms to assure that masks are work consistently and correctly.
- ☐ Disinfectant and related supplies are available to employees at the following location(s):  
\_\_\_\_\_
- ☐ Hand sanitizer effective against COVID-19 is available to all employees at the following location(s):  
\_\_\_\_\_

- ☐ Employees are allowed frequent breaks to wash their hands.
- ☐ A copy of this protocol has been distributed to each employee.
- ☐ Each worker is assigned their own tools, equipment and defined workspace. Sharing held items is minimized or eliminated.
- ☐ All policies described in this checklist other than those related to terms of employment are applied to staff of delivery and any other companies who may be on the premises as third parties.
- ☐ Optional—Describe other measures:

## B. MEASURES TO ENSURE PHYSICAL DISTANCING

- ☐ Cashless and touchless transactions systems have been implemented where possible. Reservations and payments can be made in advance online or over the phone.
- ☐ Vehicles must be spaced at least six feet apart and no gatherings of persons outside of vehicles are permitted. Parking spaces for viewing at drive-in theaters are limited to either every other spot or reconfigured to ensure adequate distancing between vehicles.
- ☐ Each vehicle is limited to occupancy by members of the same household who have already been in close contact with each other. If not utilizing restroom facilities or picking up concessions, patrons must remain in their vehicles. Patrons cannot sit outside of their vehicles, e.g., to view a drive-in movie near their vehicle.
- ☐ Entering cars are prohibited from exceeding their maximum occupancy.
- ☐ Staff people wearing cloth face coverings are stationed at least six feet apart to direct patrons to open parking spaces.
- ☐ Playgrounds for children, picnic areas and areas intended for pre-screening adult recreation are closed.
- ☐ Staff people wearing cloth face coverings are stationed at entries to concession and restroom areas at least six feet from each other and from the nearest patrons to assure maintenance of 6-foot distancing on line and within facilities.
- ☐ Food concession operations are reconfigured to permit physical distancing.
  - ☐ If feasible, electronic pre-ordering and payment with assigned times for pick-up is offered.
  - ☐ If patrons are permitted to order and pick-up at the concession stand, they are offered a menu (posted or a single-use handout), to allow for ease of ordering, and items orders are gathered, packaged and picked up by the customer within 15 minutes of the on-site order. Patrons waiting for items may not congregate at the concession area. They may either wait, while spaced at least 6 feet apart from each other. away from the concession area or return to their cars and then come back at a designated time to obtain their order.
  - ☐ If patrons need to line up to order or pickup, tape or other markings identify both a starting place for patrons arriving for pick-up and 6foot intervals for subsequent patrons who are joining the line.
  - ☐ No child under 12 is permitted to visit the concession area or restroom alone.
  - ☐ No more than two adults per vehicle are permitted to pick-up food orders. If one adult is picking up an order, they may be accompanied by a child.
  - ☐ Concession stands are closed to new orders at least 30 minutes before the end of the screening.

- ☐ Restrooms are reconfigured and occupancy is limited so that a 6-foot distance can be maintained between individuals at all times. The 6-foot requirement applies in all cases except for individuals accompanying members of their own household who require assistance (e.g. children or individuals with disabilities).
- ☐ If patrons need to line up to enter the restrooms, tape or other markings identify both a starting place for patrons arriving and 6-foot intervals for subsequent patrons who are joining the line.
- ☐ Employees have been instructed to maintain at least a 6 feet distance from patrons and from each other in the concession ordering, pickup and payment areas. Employees may momentarily come closer when necessary to accept payment, deliver goods or services, or as otherwise necessary.
- ☐ Double features are eliminated, and screening times are limited or staggered to avoid the need for intermissions and prevent overcrowding between shows.
- ☐ Ample security and/or staff are assigned to ensure that employees and customers adhere to all requirements.

### C. MEASURES FOR INFECTION CONTROL

- ☐ HVAC systems in ticket booths and at concession areas and restroom facilities are in good, working order; to the maximum extent possible, ventilation has been increased.
- ☐ Paper tickets may be accepted by a staff person who is in a booth, wearing a cloth face covering and disposable gloves and protected by an appropriate barrier. Electronic tickets or receipts may be scanned either by a staff person in a booth protected as above or by a staff person in open air wearing a cloth face covering and disposable gloves.
- ☐ Frequently touched objects and surfaces in restrooms and concession pickup and payment area (e.g., counters, doorknobs or handles, credit card readers) are disinfected on an hourly basis during business hours using EPA approved disinfectants.
- ☐ Workspaces and the entire facility are cleaned at least daily, with restrooms and frequently touched areas/objects cleaned more frequently.
- ☐ Patrons are instructed that they must wear cloth face coverings at any time when they leave their cars. This applies to all adults and to children over the age of 2. Only children under 2 and individuals with chronic respiratory conditions or other medical conditions that make use of a mask hazardous are exempted from this requirement.
- ☐ Patrons arriving at the site with children must ensure that young children do not leave their cars unaccompanied. If a child must go to the restroom or join an adult at the concession area, the accompanying adult must assure that the child stays at their side, does not touch any other person or any item that does not belong to them, and wears a cloth face coverings if age permits.
- ☐ Employees engaged in food preparation wash hands and arms with soap and warm water for at least 20 seconds upon first arriving to work, after using the restroom, before and after eating, frequently throughout their shift and as specified in the California Retail Food Code (CRFC), Section 113953.3. Employees are instructed to avoid touching eyes, nose or mouth. Use of gloves is appropriate as an additional tool but use of gloves does not replace the need to wash hands and practice good hand hygiene.
- ☐ Hand sanitizer, tissues and trash cans are available to patrons at or near the entrance of the facility.
- ☐ All payment portals, pens, and styluses are disinfected after each use by a different person.
- ☐ Optional - Describe other infection control measures:

#### D. MEASURES THAT COMMUNICATE TO THE PUBLIC

- ☐ Online outlets of the establishment (website, social media, etc.) instruct patrons on how to purchase tickets online and any policies related to proof of purchase at the site.
- ☐ Online outlets of the establishment (website, social media, etc.) provide clear information about opening hours, required use of face coverings, policies in regard to preordering, prepayment, pickup and/or delivery of concession items and other issues. A copy of this protocol is posted at all public entrances to the facility.
- ☐ Signage visible at the entry to the site and anywhere patrons line up notifies patrons of requirements related to physical distancing and infection control, including:
  - ☐ Prohibition of gathering or viewing outside cars;
  - ☐ Availability of preordering from concession stand:
  - ☐ Required use of cloth face coverings when visiting concession stands or restrooms;
  - ☐ Required adult oversight of young children
  - ☐ Respectful compliance with employees' instructions concerning the above.
- ☐ An on-screen announcement prior to screening is used to reinforcement patron awareness of requirements related to physical distancing and infection control, as above.
- ☐ The menu of items available to purchase is readily available to patrons planning to purchase on-site at concession stands.

#### E. MEASURES THAT ENSURE EQUITABLE ACCESS TO CRITICAL SERVICES

- ☐ Services that are critical to the patrons/clients have been prioritized.
- ☐ Transactions or services that can be offered remotely have been moved on-line.
- ☐ Measures are instituted to assure access to goods and services for patrons who have mobility limitations and/or are at high risk in public spaces.

**Any additional measures not included above should be listed on separate pages, which the business should attach to this document.**

**You may contact the following person with any questions or comments about this protocol:**

**Business**  
**Contact Name:** \_\_\_\_\_

**Phone number:** \_\_\_\_\_

**Date Last**  
**Revised:** \_\_\_\_\_